

## **7 FAM 550 SELECTIVE SERVICE SYSTEM**

*(TL:CON-71; 04-01-2004)*  
*(Office of Origin: CA/OCS/PRI)*

**<http://www.sss.gov/>**

**Contact Information:**

**[www.sss.gov/contact.htm](http://www.sss.gov/contact.htm)**

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### **7 FAM 551 INTRODUCTION**

*(TL:CON-71; 04-01-2004)*

a. The Selective Service System (SSS) is an independent agency within the Executive Branch of the Federal Government. SSS is not part of the Department of Defense, however, its mission is:

- To provide manpower to the Armed Forces in an emergency, and
- To run an Alternative Service Program for men classified as conscientious objectors during a draft.

b. The Department of State assists the SSS with its registration program by accepting registration forms at our posts abroad on behalf of SSS.

### **7 FAM 552 WHAT IS THE CONSULAR OFFICER'S AUTHORITY AND RESPONSIBILITY?**

7 FAM 552.1 Authorities

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7 FAM 552.3 What is the Role of CA/OCS/PRI?

7 FAM 552.4 Are there Limitations on Consular Officers Regarding Selective Service Registration and Disclosure of Information (Privacy Act)?

## 7 FAM 552.1 Authorities

(TL:CON-71; 04-01-2004)

22 U.S.C. 3904 (3) (Functions of Service).

50 U.S.C. App. 460(b)(5) Military Selective Service Act.

Presidential Proclamation 4771 of July 2, 1980, as amended by  
Presidential Proclamation 7275 of February 22, 2000, Federal  
Register: February 24, 2000 (Volume 65, Number 37)  
[Presidential Documents] [Page 9199]

## 7 FAM 552.2 What is the Role of the Consular Officer?

(TL:CON-71; 04-01-2004)

**You are strongly encouraged to direct registrants to [www.sss.gov](http://www.sss.gov) to register on-line whenever possible.**

a. All United States diplomatic and consular officers, as employees of the U.S. Government, are eligible to be Selective Service registrars. You may perform the duties of a registrar for an indefinite period at any post of assignment abroad. Military personnel may also serve as registrars.

b. The Department should not get involved beyond the initial registration process unless specifically requested by the SSS.

You as chief registrar may appoint U.S. citizen volunteers to serve as registrars without pay or compensation. Not being employees of the U.S. Government, they must complete SSS Form 402, "Uncompensated Registrar Appointment."

- Date-stamp page 1 of the form identifying your office and the date of registration
- Maintain a record of all appointees' names, addresses and dates of appointment
- As chief registrar or other appointed registrars, you:
  - Provide registrants with the website [www.sss.gov](http://www.sss.gov) "Register on-line Now" to file on-line or, when on-line registration is not available, with SSS Registration Form 1 to complete and sign.

- Verify that registrant is a U.S. citizen. Show on form near your signature any question/doubt you have concerning the registrant's claim to U.S. citizenship.
- Send completed registration forms (SSS Form 1) weekly to:

Selective Service System  
P. O. Box 818  
North Chicago, IL 60064-0818.

The SSS no longer requires a registration report with the submission of forms.

## **7 FAM 552.3 What is the Role of CA/OCS/PRI?**

*(TL:CON-71; 04-01-2004)*

The Office of Policy Review and Interagency Liaison (PRI) is the Department's liaison with the Selective Service System and Federal benefits-paying agencies and consular posts abroad as well as with members of the public and Congress. PRI provides guidance, disseminates information and implements new procedures regarding the Selective Service System.

## **7 FAM 552.4 Are there Limitations on Consular Officers Regarding Selective Service Registration and Disclosure of Information (Privacy Act)?**

*(TL:CON-71; 04-01-2004)*

Information contained in a name-retrievable system of records concerning a Selective Service registrar or Selective Service registrant may not be disclosed except:

- As expressly authorized by the Selective Service System
- By written authorization by the individual who is the subject of the record

- In accordance with the 12 exceptions to the conditions of disclosure in the Privacy Act, as amended (5 U.S.C. 552a (b)(1-12))  
[http://intranet.ca.state.gov/OCS\\_Home\\_Page/OCS%20Home%20Page/Privacy%20FOIA/PRIVACY%20REVISIONS/SED.htm](http://intranet.ca.state.gov/OCS_Home_Page/OCS%20Home%20Page/Privacy%20FOIA/PRIVACY%20REVISIONS/SED.htm)

Any unauthorized disclosure is subject to criminal penalties pursuant to 5 U.S.C. 552a (Privacy Act, as amended).

## **7 FAM 553 SELECTIVE SERVICE REGISTRATION**

*(TL:CON-71; 04-01-2004)*

7 FAM 553.1 Who Must Register?

7 FAM 553.2 How to Register Abroad

7 FAM 553.3 Actions following Registration

a. Registration is the process of providing the SSS with personal information, such as name, address, date of birth, Social Security number, and other related information. Even though no one is currently being drafted, men are required to register with Selective Service within 30 days before or after their 18<sup>th</sup> birthday (a 60 day window).

b. Failure to register or otherwise comply with the Military Selective Service Act is punishable by a fine of up to \$250,000, imprisonment for up to five years, or both. In addition, federal and certain state laws require registration as a prerequisite for obtaining student financial aid, job training, government employment, and U.S. naturalization.

c. A registrant is not fully registered with the SSS until his registration form is submitted to SSS and processed in their registration file. The registrant is then assigned a Selective Service number and will receive an acknowledgement in the mail. If he has not received his registration acknowledgement within 90 days of the date he completed his registration form, he should write to the following address:

Selective Service System  
Registration Office  
P. O. Box 4638  
North Suburban, IL 60064-4638

## 7 FAM 553.1 Who Must Register?

(TL:CON-71; 04-01-2004)

a. With few exceptions, all male United States citizens (including dual nationals) and male aliens residing in the United States and its territories (see 9 FAM Part IV Appendix H) must register within 30 days of their 18<sup>th</sup> birthday.  
([www.sss.gov/FSwho.htm](http://www.sss.gov/FSwho.htm))

b. If an individual makes a reasonable claim to U.S. citizenship, you should accept his completed registration form.

- Disabled men who live at home must register if they can reasonably leave their home and move about independently. A friend or relative can help fill out forms if they cannot do it themselves.
- Men with disabilities that would disqualify them from military service still must register with the Selective Service.
- Young men in hospitals, mental institutions, or prisons do not have to register while committed. However, they must register within 30 days after being released if they have not yet reached their 26<sup>th</sup> birthday.
- Members of the National Guard and Reserve Forces, not on full-time active duty, must register.
- Men cannot register after reaching age 26.

**Immigrants are automatically registered when their visa applications and permanent resident alien status are approved.**

**A person who is a non-U.S. citizen and who provides no reasonable evidence of U.S. citizenship shall not be registered for SSS by a registrar outside the United States or its territories.**

c. For additional information: See [www.sss.gov](http://www.sss.gov) (Fact Sheet: WHO MUST REGISTER).

## **7 FAM 553.2 How to Register Abroad**

*(TL:CON-71; 04-01-2004)*

a. On-Line: SSS advises that the easiest and fastest way to register is to register on-line at [www.sss.gov](http://www.sss.gov). A registrant must have a Social Security number to register on-line and be at least 17 years and 3 months old (if under registration age, the registrant will be registered by SSS when he reaches age 18). Within three weeks after being registered, the registrant will receive a Registration Acknowledgement Card by mail. He may verify his number at [www.sss.gov](http://www.sss.gov) by clicking on the "To Check a Registration" icon. Any correction that may be necessary should be submitted to:

Selective Service System  
P. O. Box 4638  
North Suburban, IL 60197-4638

b. Post's Chief Registrar: SSS strongly recommends that you encourage on-line registration first at [www.sss.gov](http://www.sss.gov), however, when it is not available, the designated Chief Registrar may register an individual by providing SSS Registration Form 1 and verifying the registrant's U.S. citizenship.

Keep a minimal supply of the following forms available:

- SSS Form 1 Registration Form
- SSS Form 2 Change of Information Form
- SSS Form 402 "Uncompensated Registrar Appointment"
- Brochure No.10 "The Selective Service and You"

You may order these forms from:

Selective Service System  
Registration Office  
Arlington, VA 22209-2425.

c. Mail-In: Some registrants may obtain a Registration Form in some other manner. Instruct them to complete the form and send it to the SSS at:

Selective Service System  
Registration Office  
P. O. Box 4638  
North Suburban, IL 60197-4638

Information required:

- Name
- Current Mailing Address
- Date of Birth
- Telephone Number,
- Social Security Number (if he or she has one)

Once a registration is sent to SSS, it cannot be cancelled except by SSS.

## **7 FAM 553.3 Actions Following Registration**

*(TL:CON-71; 04-01-2004)*

Following registration, SSS sends various forms, and communications to the registrant by SSS. You should forward any material received at post to the registrant as soon as possible. You usually will not be involved in a case beyond the registration operation, unless specifically requested by SSS in certain instances.

## **7 FAM 554 DURING A DRAFT**

7 FAM 554.1 Physical Examinations and Induction

7 FAM 554.2 Deferment Requests

### **7 FAM 554.1 Physical Examinations and Induction**

*(TL:CON-71; 04-01-2004)*

a. Physical examination and induction orders and procedures are matters to be resolved by the registrant with SSS. Although no action is required by you, unless specifically requested by SSS, the following information may be helpful.

b. Individuals residing abroad, whether registered in the United States or abroad, **are obliged to comply** with an order to report for a physical examination or induction (which may be any place in the world).

**SSS has established local and appeal boards with jurisdiction to determine claims of registrants abroad.**

c. Transportation Expenses:

- SSS provides transportation for a registrant abroad from the place where the induction order was sent to the place he reports for induction or the nearest physical examination facility.
- If the registrant is not inducted, transportation will be provided from the place of induction to the place where the induction order was sent.
- When a personal appearance before a local board or appeal board is required or permitted by regulation, travel expenses incurred shall be at the registrant's own expense.

## **7 FAM 554.2 Deferment Requests**

*(TL:CON-71; 04-01-2004)*

The Department's policy is to not initiate, recommend, or sponsor any deferment requests of registrants. This policy also applies to appeals from Class 1-A or other classifications, as well as orders to report for physical examination or induction.

## **7 FAM 555 THROUGH 7 FAM 559 UNASSIGNED**